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OFFICE OF SECURITY

(OFFICE AUTOMATION - MBO 84-05)

AGENDA

- **SECURITY INFORMATION MANAGEMENT SYSTEM (SIMS)**
- **SECURITY COMMUNICATIONS IMPROVEMENT PROJECT (SCIP)**

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• **- RESULTS OF REMAINING FIELD OFFICE SURVEYS**

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ADP/OA UPDATE

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SIMS

(SECURITY INFORMATION MANAGEMENT SYSTEM)

ACCOMPLISHMENTS

- **BEGUN LOADING DATA INTO SIMS**
- **ESTABLISHED SIMS USERS TRAINING COURSE**
- **EXPANDED SIMS USER PARTICIPATION**
- **ENACTING SOFTWARE CONFIGURATION
MANAGEMENT CONTROL**

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SIMS

PLANNED ACTIVITIES

- **COMPLETE USER ACCEPTANCE TESTING AND
TRANSITIONING**
- **IMPLEMENT EXTERNAL SYSTEM INTERFACES**
- **FINALIZE CASE PROCESSING REQUIREMENTS**

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SCIP

(SECURITY COMMUNICATIONS IMPROVEMENT PROJECT)

25X1 (WANG ALLIANCE)

ACCOMPLISHMENTS

- COMPLETED SITE SURVEY OCT 83
- FINALIZED A&E DESIGN SPECS NOV 83
- BEGUN OFFICE RENOVATIONS DEC 83

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25X1

[REDACTED] (WANG ALLIANCE)

PLANNED ACTIVITIES

COMPLETE OFFICE RENOVATIONS	JAN 84
COMPLETE SYSTEM ADMINISTRATION TRAINING	FEB 84
INSTALL WANG EQUIPMENT	MAR 84
LOCAL OPERATIONAL CAPABILITIES	MAR 84

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● **TOTAL DELTA DATA TERMINALS INSTALLED: 94**

- VM

94

- 4C

34

26

● **TOTAL DATA ROYAL PRINTERS: 47**

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- **WANG ALLIANCE**

- **4 SYSTEMS TO BE INSTALLED BY 15 MAR**

- FRONT OFFICE**

- CLEARANCE DIVISION (2)**

- SECURITY RECORDS DIVISION**

- **1 SYSTEM TO BE SURVEYED BY 29 FEB**

- SECURITY SUPPORT DIVISION**

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2

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SECURITY AWARENESS ACTIVITIES

- **GENERAL UPDATE**
 - **SORT TRAINING**
 - **INDUSTRIAL AWARENESS**
 - **SECURITY BRIEFINGS**
 - **AUDIOVISUAL PROJECTS**
("SECURELY YOURS")

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SECURITY AWARENESS ACTIVITIES

- **AUDIOVISUAL PROJECT**
("SECURELY YOURS")
 - **DEPICTS SECURITY IN OFFICE ROUTINE**
 - **DESIGNED FOR BOTH CLERICAL AND PROFESSIONAL AUDIENCES**
 - **SUPPLEMENTS "LIVE" BRIEFING**

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SCI REFERENCE HANDBOOK

- **FIRST HANDBOOK AVAILABLE TO AREA/INDUSTRIAL SECURITY OFFICERS CONTAINING COMPREHENSIVE SCI SECURITY GUIDELINES**
- **A COMPILATION OF SOURCE MATERIALS**

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SCI REFERENCE HANDBOOK - CONTINUED

- **INDOCTRINATION**

- **SEPARATE** [REDACTED] **BRIEFINGS**
- **EXPLANATION** [REDACTED]
- **PROCEDURES FOR BRIEFING**

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- **IMPLEMENTATION**

- **PHYSICAL, INFORMATION AND PERSONNEL
SECURITY**
- **LEGAL STATUTES AND EXECUTIVE ORDERS**
- **REFERENCE PUBLICATIONS**

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SCI REFERENCE HANDBOOK - CONTINUED

• BENEFITS OF SCI HANDBOOK

- INSURES ACCURATE/UNIFORM SCI INDOCTRINATIONS
- PROVIDES SCI SUPPLEMENTAL GUIDELINES
- FORMAT ALLOWS REVISION OF INFORMATION
- ACCOUNTABLE, CONTROLLED DOCUMENT

• DISTRIBUTION

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OFFICE OF SECURITY **[REDACTED] SYSTEM SECURITY**

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- **HARDWARE**

- "STAND ALONE" MAIN FRAME
- [REDACTED] LINKS TO TERMINALS
- TERMINALS/PRINTERS [REDACTED] APPROVED

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- **SOFTWARE (ACCESS TO DATA BASE/PRIVILEGES
CONTROLLED BY SIGN-ON PROCEDURES)**

- USER ID [REDACTED]
- GOV ORG [REDACTED]
- UNIQUE PASSWORD

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SYSTEM SECURITY - CONTINUED

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- **SECURITY VIOLATION REPORTS**

- ODP PROVIDES WEEKLY PRINTOUT

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- **TWO AUDIT TRAILS**

- ODP "HISTORY TAPE" PROVIDES PRINTOUT OF
ACTIVITY FROM TERMINAL

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COMPUTER SECURITY ACTIVITIES

- **CRAFT DEVELOPMENTS**
- **AUDIT ACTIVITIES**
- **INFORMATION SYSTEMS BOARD**
 - COMPUTER SECURITY WORKING GROUP**

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CRAFT DEVELOPMENTS

- **FY 1983 ACCOMPLISHMENTS**
- **FY 1984 GOALS**
- **ISSG IMPLICATIONS**
- **SECURITY REQUIREMENTS**

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AUDIT ACTIVITIES

- **ISSG PROGRAMMING**
- **ILLUSTRATIVE CASES**

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INFORMATION SYSTEMS BOARD

- **COMPUTER SECURITY WORKING GROUP**
- **INFORMATION SYSTEMS SECURITY ADVISORY
PANEL**

- CHARTER

- **DATA SHARING POLICY**
- **THE "PROBLEMS" LIST**

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